



Licensing Team  
North Kesteven District Council  
Council Offices  
Kesteven Street  
Sleaford  
NG34 7EF  
Tel: 01529 414155  
Email: [licensingteam@n-kesteven.gov.uk](mailto:licensingteam@n-kesteven.gov.uk)

APPLICATION TO REPLACE A HACKNEY CARRIAGE OR PRIVATE HIRE VEHICLE LICENCE  
WITH NORTH KESTEVEN DISTRICT COUNCIL  
TOWN POLICE CLAUSES ACT 1847  
LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1976

**Hackney / Private Hire Vehicle Change**

**PH Operator No.**

(This Authority does not allow dual plating of vehicles)

1. Name of applicant:		
2. Home address:	<hr/> <hr/> <hr/> Postcode: <hr/>	
3. Email:		
4. Telephone:	Home: <hr/>	Mobile: <hr/>
5. Business address: (if different from applicant's address)	<hr/> <hr/> <hr/> Postcode: <hr/> Tel: <hr/>	

6. Request to transfer my Hire Vehicle Licence	
Hire Vehicle Licence Number: <hr/>	
> From Vehicle Registration Number: <hr/>	Expiry date: <hr/>
Vehicle make and model: <hr/>	
> To Vehicle Registration Number (new vehicle details): <hr/>	
Vehicle make and model: <hr/>	
Seating capacity (excluding driver): <hr/>	Colour of vehicle: <hr/>

7. Wheelchair accessible?    Yes     No

8. Are you the sole proprietor?	Yes <input type="checkbox"/> No <input type="checkbox"/>																				
9. If no, please state the names and addresses of other persons interested in said vehicle	<hr/> <hr/> <hr/> Postcode: _____ (Please note that the Registered Keeper of the vehicle is not necessarily the Proprietor)																				
10. Who will you be working for?																					
11. I/We enclose	<table border="0"> <thead> <tr> <th></th> <th style="text-align: right;">Please tick</th> <th style="text-align: center;">Yes</th> <th style="text-align: center;">No</th> </tr> </thead> <tbody> <tr> <td>(a) Registration Document (must be supplied) .....</td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>(b) Certificate of Insurance .....</td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>(c) Engineers Report (white copy) .....</td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>(d) MOT Certificate .....</td> <td></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </tbody> </table>		Please tick	Yes	No	(a) Registration Document (must be supplied) .....		<input type="checkbox"/>	<input type="checkbox"/>	(b) Certificate of Insurance .....		<input type="checkbox"/>	<input type="checkbox"/>	(c) Engineers Report (white copy) .....		<input type="checkbox"/>	<input type="checkbox"/>	(d) MOT Certificate .....		<input type="checkbox"/>	<input type="checkbox"/>
	Please tick	Yes	No																		
(a) Registration Document (must be supplied) .....		<input type="checkbox"/>	<input type="checkbox"/>																		
(b) Certificate of Insurance .....		<input type="checkbox"/>	<input type="checkbox"/>																		
(c) Engineers Report (white copy) .....		<input type="checkbox"/>	<input type="checkbox"/>																		
(d) MOT Certificate .....		<input type="checkbox"/>	<input type="checkbox"/>																		

I hereby declare that it is my intention that the vehicle licensed by me will be used predominantly in the district of North Kesteven District Council and I understand that should this not be the case either at the date hereof or at any time thereafter the council may revoke or refuse to renew the licence under Section 60(1)(c) Local Government (Miscellaneous Provisions) Act 1976.

**BY MAKING THIS APPLICATION YOU ARE SURRENDERING THE LICENCE FOR THE CURRENT VEHICLE WHICH WILL REMAIN UNLICENSED UNTIL YOU INFORM US THAT IT CAN BE RE-LICENSED.**

Signed .....

Dated .....

<b>FEE ENCLOSED</b>	£
<b>INCOME CODE</b>	<b>A380/9716</b>

### DATA PROTECTION ACT 1998 CONFIDENTIALITY STATEMENT

The District Council collects information for the purposes of licensing, housing, benefits, NNDR revenue collection, electoral registration, council tax, planning and public health functions. The information we collect about you will depend on the nature of your business with us but may be used for any of the Council's purposes. We may check information provided by you, or information about you provided by a third party, with other information held by us.

We may also get information about you from certain third parties, or give information to them, to check the accuracy of information, to prevent or detect crime, or to protect public funds in some ways as permitted by law. These third parties include other local authorities, government departments and the police.

We will not disclose information about you to anyone outside the District Council unless the law permits us to.

The District Council is the Data Controller for the purposes of the Data Protection Act. If you want to know more about what information we have about you, or the way we use your information, you can ask at our main offices or telephone 01529 414155.